

# Stoughton Public Schools

## STRATEGIC PLAN 2009 – 2014

APPROVED BY STOUGHTON SCHOOL COMMITTEE  
ON  
TUESDAY, SEPTEMBER 8, 2009

## Stoughton Public Schools

### *Strategic Planning Committee 2008*

|                            |   |
|----------------------------|---|
| Holly Boykin               | Chair, Finance Committee  |
| Erin Caldwell              | Student   |
| Marie Chiofolo             | Former Town Clerk   |
| Mark Chitty                | Principal, South Elementary   |
| Susan Cogliano             | Teacher, O'Donnell Middle School  |
| John Gallivan              | Director, Social Studies, Stoughton High School   |
| Lawrence W. Gray, Ed.D.    | Administrator of Educational Technology   |
| Howard Hansen              | Moderator   |
| Joel Harding               | Supervisor of Support Services  |
| Roger Hardy                | Juvenile Officer  |
| Wayne Hester               | Principal, O'Donnell Middle School  |
| David M. Jardin            | Fire Chief  |
| Matthew Hubler             | Student   |
| Lynne Jardin               | Principal, Gibbons Elementary   |
| Diane Medeiros             | Parent, Gibbons Elementary  |
| Allan W. Mills             | School Committee Member   |
| Lynne Mitchell             | Parent, PAC   |
| Eliza Nutting              | Teacher, O'Donnell Middle School  |
| Mollie O'Connell           | Assistant Principal, Stoughton High School  |
| Marguerite C. Rizzi, Ed.D. | Superintendent of Schools   |
| Linda Rondeau              | Teacher, O'Donnell Middle School  |
| Anthony L. Sarno, Jr.      | Former Superintendent of Schools and<br>Chairman, Stoughton Public Education Foundation, Inc. |
| Terry Schneider            | Stoughton Chamber of Commerce   |
| Kathy Silva                | Financial Coordinator   |
| Mark Stankiewicz           | Town Manager  |
| Heather Tucker             | Out-of-District Administrator   |
| Elizabeth Turner           | Parent, O'Donnell Middle School   |
| Claudia Weed               | Parent, Stoughton High School   |

# Stoughton Public Schools

## Strategic Plan Goals and Objectives

**2009-2014**

1. **To expand the curriculum to meet the changing needs of students.**
  - 1.1 To provide training on how to facilitate and guide instruction and design lessons that are differentiated.
  - 1.2 To create and promote models for curriculum collaboration and integration across grade levels and subject areas.
  
2. **To attain the highest level of achievement for all students.**

To close/reduce the achievement gap of sub-categories: low income, minorities, and special education in CORE academics (ELA, Math, Science, Social Studies).  
To increase all students' level of proficiency in the CORE academics.  
To improve social competence and health of students.
  
3. **To upgrade and/or replace existing school facilities.**
  - 3.1 To appoint a facilities planning committee.
  - 3.2 To develop a facilities master plan.
  - 3.3 To achieve the approval of the facilities master plan by MSBA.
  
4. **To expand and continue integrating technology throughout the community**
  - 4.1 To increase technology staff to meet Department of Elementary and Secondary Education minimum standards.
  - 4.2 To expand and enhance opportunities for technology training.
  - 4.3 To provide opportunities for the community to access training and communication through technology.
  
5. **To enhance school, community, and intergovernmental relations**
  - 5.1 To educate the community about positive achievements and opportunities for involvement in a timely manner.
  - 5.2 To develop methods for family and community involvement throughout the school district.
  - 5.3 To enhance collaborative relationships among all town departments and leadership.

## INTRODUCTION

This document presents the strategic plan for the Stoughton Public Schools. It establishes a long-range direction for the district and provides a clear focus for future pursuits by identifying priorities for improvement.

Strategic Planning is a process for creating an organization's preferred future. It is a planning process for organizational renewal and transformation that provides a framework for improving programs, management functions, and evaluation of an organization's progress. Strategic planning helps organizations think and act strategically, develop effective strategies, clarify future directions, establish priorities, improve organizational performance, build teamwork and expertise, and deal effectively with a rapidly changing environment. The strategic planning process involves a series of steps that moves an organization through:

- ◆ understanding relevant external trends and their implications;
- ◆ assessing organizational capacity to manage external change and improve;
- ◆ developing a mission, and guiding beliefs;
- ◆ establishing goals, objectives, and action plans designed to move the organization to where it wants to be;
- ◆ setting a strategic direction to follow to achieve its mission and objectives;
- ◆ communicating its mission, beliefs, and goals/objectives to all stakeholder groups;
- ◆ implementing the action plans it has developed; and
- ◆ monitoring progress, solving problems, and renewing action plans.

Organizations implement strategic planning to effectively deal with change in a proactive, rather than reactive, manner by establishing a common purpose, a sense of direction, priorities for change, and a blueprint for action. This plan presents an analysis of the Stoughton school district's strengths and weaknesses as well as the opportunities and threats anticipated by current trends and changing conditions. Based upon these understandings and analysis, this document defines the mission, guiding beliefs, and goals and objectives, which will guide the school district during the next three to five years.

This strategic plan is the culmination of analysis and work by a strategic planning committee consisting of teachers, administrators, parents, students, government leaders, school committee member, business representatives, and community leaders.

## **Mission Statement**

*Our mission is to challenge individuals to reach their potential in an educational environment that promotes excellence.*

## **Guiding Beliefs**

We Believe:

- ◆ Education is a life long process.
- ◆ All students can learn.
- ◆ Students have various learning styles.
- ◆ Education is a partnership among school, students, family, and community.
- ◆ Ethical behavior is taught by example.
- ◆ Respect for the fundamental dignity of the individual is essential to learning.
- ◆ Education is not limited by age, time, or location.
- ◆ A safe and clean environment is conducive to learning.
- ◆ Educational opportunities are enhanced by celebrating the diversity of the community.
- ◆ Our schools encourage students to be accountable and active participants in their community.
- ◆ A broad, balanced curriculum is the foundation for learning.

### *Action Plan Form*

**Goal:** To expand the curriculum to meet the changing needs of students

**Plan:** 1.1

**Objective:** To provide training on how to facilitate and guide instruction and design lessons that are differentiated  
**October 2009**

**Date:**

| <b>Action Steps</b>   | <b>Person(s) Responsible</b>                      | <b>Begin Date</b> | <b>Completion Date</b> | <b>Projected Expenses</b> |
|---|---|-------------------|------------------------|---------------------------|
| 1. Offer professional development opportunities in differentiated instruction, learning design and learning styles                          | Assistant Superintendent, Building Administrators | Summer 2009       | Ongoing                | \$20,000 per year         |
| 2. Collaborate with other school systems to pool resources, offer quality professional development programs, and share successful practices | Assistant Superintendent                          | Summer 2009       | Ongoing                | \$5,000 per year          |

**Indicators of Accomplishment:**

1. Improved student performance
2. More high quality professional development opportunities for staff members and opportunities to interact/collaborate with staff members from other communities

## *Action Plan Form*

**Goal:** To expand the curriculum to meet the changing needs of students

**Plan:** 1.2

**Objective:** To create and promote models for curriculum collaboration and  
**October 2009**  
 integration across grade levels and subject areas

**Date:**

| <b>Action Steps</b>   | <b>Person(s)<br/>Responsible</b>                     | <b>Begin<br/>Date</b> | <b>Completion<br/>Date</b> | <b>Projected<br/>Expenses</b> |
|---|--|-----------------------|----------------------------|-------------------------------|
| 1. Facilitate peer observation, in order to promote collaboration and professional growth                                       | Assistant Superintendent,<br>Building Administrators | Summer 2009           | Ongoing                    | \$10,000                      |
| 2. Develop a process to analyze student work to inform instruction across all grade levels, and vertically between grade levels | Assistant Superintendent,<br>Building Administrators | Fall 2009             | Spring 2010                | - 0 -                         |
| 3. Implement a process of analyzing student work vertically and across grade levels throughout the district                     | Assistant Superintendent,<br>Building Principals     | Summer 2009           | Ongoing                    | - 0 -                         |

**Indicators of Accomplishment:**

1. More collaboration and communication between teachers to improve student performance
2. A completed process for implementation of analysis of student work across the district
3. Implementation of the process for analysis of student work to inform instruction

## *Action Plan Form*

**Goal:** To attain the highest level of achievement for all students

**Plan:** 2.1

**Objective:** To close/reduce the achievement gap of sub-categories:  
**2009**

**Date:** **October**

low income, minorities, and special education in CORE academics  
(ELA, Math, Science, Social Studies).

| <b>Action Steps</b>  | <b>Person(s)<br/>Responsible</b>   | <b>Begin<br/>Date</b> | <b>Completion<br/>Date</b>     | <b>Projected<br/>Expenses</b> |
|--|--|-----------------------|--------------------------------|-------------------------------|
| 1. Make available more multiple intelligence offerings                                       | Assistant Superintendent and Building Principals   | Ongoing               | Ongoing                        | \$60,000 plus                 |
| 2. Extend the school day to make more curriculum time available                              | Assistant Superintendent and Building Principals   | Nov. 2009             | Ongoing as funds are available | \$60,000 plus                 |
| 3. Enforce the same high expectations for all students                                       | All Teachers and Administrators  | Ongoing               | Ongoing                        | -0-                           |
| 4. Get more parents involved   | Assistant Superintendent, Building Principals, Title I Staff, and ELL Staff  | Ongoing               | Ongoing                        | \$10,000                      |
| 5. Provide peer to peer support for minority and low income students                         | High School and Middle School Principals, Guidance and Adjustment Counselors, Student Advisors                           | Dec. 2009             | Ongoing                        | -0-                           |
| 6. Recruit more low income and minority students into sports and extra curricular activities | High School and Middle School Principals, Guidance Counselors, Athletic Director, and Physical Education/Health Director | Nov. 2009             | Ongoing                        | Approx. \$30,000              |
| 7. MCAS camps  | Building Principals  |                       |                                |                               |



**Plan:** 2.1 – Continued

| <b>Action Steps</b>                                       | <b>Person(s) Responsible</b>   | <b>Begin Date</b> | <b>Completion Date</b> | <b>Projected Expenses</b> |
|---|--|-------------------|------------------------|---------------------------|
| 8 Aggressively identify students' areas of weakness early | Assistant Superintendent, Building Principals, K-8 Mathematics/Science Coord., Middle School Math Lead Teacher | Oct. 2009         | Ongoing                | -0-                       |
| 9 Provide support in small groups                         | Title I Staff, ELL Staff, Guidance Counselors and Building Principals  | Sept. 2009        | Ongoing                | Approx. \$30,000          |

**Indicators of Accomplishment:**

1. Statistically significant drop in the achievement gap
2. Noticeable improvement in sub group test scores

## *Action Plan Form*

**Goal:** To attain the highest level of achievement for all students

**Plan:** 2.2

**Objective:** To increase all students' level of proficiency in the CORE academics  
**October 2009**

**Date:**

| <b>Action Steps</b>  | <b>Person(s)<br/>Responsible</b>   | <b>Begin<br/>Date</b> | <b>Completion<br/>Date</b> | <b>Projected<br/>Expenses</b> |
|--|--|-----------------------|----------------------------|-------------------------------|
| 1. Offer more opportunities for applied learning   | Assistant Superintendent,<br>K-8 Mathematics/Science<br>Coord., Building<br>Principals   | Nov. 2009             | Ongoing                    | Approx.<br>\$10,000           |
| 2. Extended day to provide more curriculum   | Assistant Superintendent,<br>Building Principals   | Dec. 2009             | Ongoing                    | \$60,000                      |
|  | Building Principals  | Ongoing               | Ongoing                    | -0-                           |
| 3. Clear and usable expectations for students and parents  | Building Principals,<br>Assistant Building<br>Principals, Guidance<br>Counselors   | Ongoing               | Ongoing                    | -0-                           |
| 4. Transition day between elementary and middle school and between middle school and high school | Assistant Superintendent   | Ongoing               | Ongoing                    | -0-                           |
|  | Assistant Superintendent,<br>Special Education<br>Director,<br>K-8 Mathematics/Science<br>Coord., Secondary<br>Assistant Principals,<br>Math Liaisons, Reading<br>Teachers |                       |                            | \$10,000                      |
| 5. More grade 8 and grade 9 teacher meetings   |  |                       |                            |                               |
| 6. Work on formative assessment and co-teaching  | Middle Mathematics<br>Teachers, Middle<br>Assistant Principals,<br>Assistant Superintendent,<br>Middle School Principal  | Ongoing               | Ongoing                    | -0-                           |
| 7. Reduce need for Interactive Mathematics Program (IMP) in incoming high school students        |  |                       |                            |                               |

Plan: 2.2 – Continued

| <b>Action Steps</b>   | <b>Person(s) Responsible</b>   | <b>Begin Date</b> | <b>Completion Date</b> | <b>Projected Expenses</b> |
|---|--|-------------------|------------------------|---------------------------|
| 8 Implement 5 <sup>th</sup> grade walk-to-math  | Assistant Superintendent, K-8 Mathematics/Science Coordinator, Building Principals   | Sept. 2010        | Ongoing                | Approx. \$10,000          |
| 9 Establish the goal of 80 percent on elementary mid year math assessments and 90 percent or better on year end | Assistant Superintendent, K-8 Mathematics/Science Coordinator, Math Liaisons   | Dec. 2010         | Ongoing                | -0-                       |
| 10 Continue to increase number of vertical conversations grade to grade   | Assistant Superintendent, Building Principals, Secondary Assistant Principals, K-8 Mathematics Coordinator                     | Ongoing           | Ongoing                | -0-                       |
| 11 Identify struggling students at mid-year   | Assistant Superintendent, Building Principals, Secondary Assistant Principals, K-8 Mathematics/Science Coord. and all Teachers | Dec. 2009         | Ongoing                | -0-                       |

**Indicators of Accomplishment:**

1. Statistically significant drop in the achievement gap
2. Noticeable improvement in sub group test scores

***Action Plan Form***

**Goal:** To attain the highest level of achievement for all students

**Plan:** 2.3

**Objective:** To improve social competence and health of students  
**October 2009**

**Date:**

| <b>Action Steps</b>   | <b>Person(s) Responsible</b>   | <b>Begin Date</b> | <b>Completion Date</b>         | <b>Projected Expenses</b> |
|---|--|-------------------|--------------------------------|---------------------------|
| 1. Extend the school day for curricular and enrichment opportunities              | Assistant Superintendent, Building Principals, Title I Staff, ELL Staff  | Dec. 2009         | Ongoing as funds are available | \$60,000 plus             |
| 2. More parent programs   |  | Nov. 2009         | Ongoing                        | \$20,000                  |
| 3. Actively recruit for sports and extra curricular activities                    | Assistant Superintendent, Building Principals, Title I Staff, ELL Staff  | Dec. 2009         | Ongoing                        | -0-                       |
| 4. Establish an Advisory program grade 6-12                                       | High School and Middle School Principals, Guidance Counselors, Athletic Director, and Physical Education/Health Director | Sept. 2010        | Ongoing                        | -0-                       |
| 5. Maintain district commitment to robust guidance and adjustment counselor staff | Assistant Superintendent, Secondary and Assistant Principals, Guidance Counselors  | Ongoing           | Ongoing                        | \$200,000 plus            |
|   | Leadership Team  |                   |                                |                           |

**Indicators of Accomplishment:**

1. Increased proficiency in academic areas among all students
2. Improved attendance in all grades

***Action Plan Form***

**Goal:** To upgrade and/or replace existing school facilities

**Plan:** 3.1

**Objective:** To appoint a facilities planning Committee

**Date:** October 2009

| <b>Action Steps</b>  | <b>Person(s) Responsible</b>  | <b>Begin Date</b> | <b>Completion Date</b> | <b>Projected Expenses</b> |
|--|---|-------------------|------------------------|---------------------------|
| 1. In conjunction with the Selectmen, appoint members to Facilities Master Plan Committee                        | School committee  | Done              | TBD                    | 0                         |
| 2. Joint Committee will produce RFP for complete Town/school facilities analysis and choose successful candidate | Supervisor of Support Services and Facilities Master Plan Committee | August 2009       | October 2009           | \$150,000                 |
| 3. Make recommendations to School Committee for facilities replacements/upgrades                                 | Supervisor of Support Services and Superintendent of Schools        | April 2010        | April 2010             | TBD                       |

**Indicators of Accomplishment:**

Published recommendations from the Committee to School Committee and Selectmen on Facilities Master Plan

*Action Plan Form*

**Goal:** To upgrade and/or replace existing school facilities

**Plan:** 3.2

**Objective:** To develop a Facilities Master Plan

**Date:** October 2009

| <b>Action Steps</b>  | <b>Person(s) Responsible</b>  | <b>Begin Date</b> |
|--|---|-------------------|
| 1. Work with joint Facilities Master Plan Committee to design Facilities Master Plan for the schools | Facilities Committee Members, Superintendent of Schools, Supervisor of Support Services, and School Committee | July 2010         |

**Indicators of Accomplishment:**

Plan in place for long-term facilities replacement and upgrade

## *Action Plan Form*

**Goal:** To upgrade and/or replace existing school facilities

**Plan:** 3.3

**Objective:** To achieve the approval of the Facilities Master Plan by MSBA

**Date:** October 2009

| <b>Action Steps</b>   | <b>Person(s) Responsible</b>                                 | <b>Begin Date</b> | <b>Completion Date</b> | <b>Projected Expenses</b> |
|---|--|-------------------|------------------------|---------------------------|
| 1. Upon completion of Facilities Master Plan begin process for acceptance of facilities replacement and upgrade with MSBA | Superintendent of Schools and Supervisor of Support Services | Sept. 2012        | TBD                    | TBD                       |

### **Indicators of Accomplishment:**

One or more school buildings in the MSBA pipeline

## *Action Plan Form*

**Goal:** To expand and continue integrating technology throughout the community  
4.1

**Plan:**

**Objective:** To increase technology staff to meet Department of Education  
**October 2009**  
minimum standards

**Date:**

| <b>Action Steps</b>   | <b>Person(s)<br/>Responsible</b>   | <b>Begin<br/>Date</b> | <b>Completion<br/>Date</b> | <b>Projected<br/>Expenses</b> |
|---|--|-----------------------|----------------------------|-------------------------------|
| 1. Hire data entry person/registrar part-time to start in FY11                            | Administrator of Educational Technology  | TBD                   | TBD                        | \$25,000                      |
| 2. Use students to staff help desk  | Administrator of Educational Technology and Stoughton High School Business Department        | Ongoing               | Ongoing                    | -0-                           |
| 3. Add fulltime technology integration specialist/teacher FY12                            | Administrator of Educational Technology and Assistant Superintendent                         | TBD                   | TBD                        | \$50,000                      |
| 4. Add .4 to make full time integration specialist/teacher in the elementary schools FY13 | Administrator of Educational Technology, Elementary Principals, and Assistant Superintendent | TBD                   | TBD                        | \$20,000                      |
| 5. Add a technician to maintain and continue hardware and new software initiatives        | Administrator of Educational Technology  | TBD                   | TBD                        | \$40,000                      |

**Indicators of Accomplishment:**

Added staff to meet DESE minimum standards and improved technology infrastructure



## *Action Plan Form*

**Goal:** To expand and continue integrating technology throughout the community

**Plan:** 4.2

**Objective:** To expand and enhance opportunities for technology training  
**October 2009**

**Date:**

| <b>Action Steps</b>   | <b>Person(s)<br/>Responsible</b>   | <b>Begin<br/>Date</b> | <b>Completion<br/>Date</b> | <b>Projected<br/>Expenses</b> |
|---|--|-----------------------|----------------------------|-------------------------------|
| 1. Refer to additional staff in 4.1   | Administrator of<br>Technology and<br>Assistant Superintendent                                   | TBD                   | TBD                        | \$135,000                     |
| 2. Continue and expand<br>computer classes for adult<br>learners through Stoughton<br>Academy and ABE   | Administrator of<br>Technology, Assistant<br>Superintendent and<br>Director of Evening<br>School | TBD                   | TBD                        | TBD                           |
| 3. Continue to work with<br>Stoughton Public library,<br>Stoughton Council on Aging<br>and other town departments to<br>improve level of technology | Administrator of<br>Technology   | Ongoing               | Ongoing                    | TBD                           |
| 4. Continue practice of town<br>school purchasing to<br>maximize savings  | Administrator of<br>Technology   | Ongoing               | Ongoing                    | TBD                           |

**Indicators of Accomplishment:**

Familiarity with and use of expanded technology offerings in the greater Stoughton community

## *Action Plan Form*

**Goal:** To expand and continue integrating technology throughout the community  
4.3

**Plan:**

**Objective:** To provide opportunities for the community to access Training and  
**October 2009**  
Communication through technology

**Date:**

| <b>Action Steps</b>  | <b>Person(s)<br/>Responsible</b>  | <b>Begin<br/>Date</b> | <b>Completion<br/>Date</b> | <b>Projected<br/>Expenses</b> |
|--|---|-----------------------|----------------------------|-------------------------------|
| 1. Give all high school students First Class email accounts  | Administrator of Technology   | July 2009             | Sept. 1, 2009              | \$5.00 /account               |
| 2. Give all middle school students First Class email accounts  | Administrator of Technology   | July 2010             | Sept. 1 2010               | \$5.00 per student            |
| 3. Create community portal area in First Class to give parents and other interested parties access to curriculum and school calendar | Administrator of Technology   | Sept. 2010            | Dec. 2010                  | -0-                           |
| 4. Make all Stoughton Public School curriculum available on-line   | Assistant Superintendent, K-8 Math Science Coordinator, High School Directors, and Middle School Head/Lead Teachers | July 2012             | July 2013                  | -0-                           |
| 5. Continue and possibly expand computer offerings to community members in every school  | Assistant Superintendent, K-8 Math Science Coordinator, High School Directors, and Middle School Head/Lead Teachers | Sept. 2010            | Ongoing                    | -0-                           |
|  | Administrator of Technology, Stoughton Evening School Director, Supervisor of Support Services                      | Sept. 2009            | Ongoing                    | Self supporting               |
|  | Supervisor of Support Services  | Ongoing               | Ongoing                    | -0-                           |
| 6. Continue to support Council On Aging hardware and software and add wireless   | Supervisor of Support Services  |                       |                            |                               |
| 7. Continue to support technology in library smart boards and public access  | Administrator of Technology   |                       |                            |                               |

**Indicators of Accomplishment:**

Curriculum will be available online to all interested parties, community access to school supported technology expanded

## *Action Plan Form*

**Goal:** To enhance school, community, and intergovernmental relations

**Plan:** 5.1

**Objective:** To educate the community about positive achievements and opportunities  
**October 2009**

**Date:**

for involvement in a timely manner

| <b>Action Steps</b>   | <b>Person(s)<br/>Responsible</b>                      | <b>Begin<br/>Date</b> | <b>Completion<br/>Date</b> | <b>Projected<br/>Expenses</b> |
|---|---|-----------------------|----------------------------|-------------------------------|
| 1. Publicize achievements on cable  | Building Principals                                   | October<br>2009       | <b>Ongoing</b>             | -0-                           |
| 2. Provide press releases for Chamber and Snyder's Stoughton about positive things in schools | Building Principals<br>or designee<br>Terry Schneider | October<br>2009       | Ongoing                    | -0-                           |
| 3. Use school websites and email to increase communication with parents and students          | Administrator of<br>Educational<br>Technology         | October<br>2009       | Ongoing                    | -0-                           |
| 4. Strengthen relationships with local newspapers   | Superintendent of<br>Schools                          | October<br>2009       | Ongoing                    | -0-                           |

**Indicators of Accomplishment:**

More positive information available through various media to community

***Action Plan Form***

**Goal:** Family and Community

**Plan:** 5.2

**Objective:** To develop methods for family and community involvement throughout the school district

**Date:** October 2009

| <b>Action Steps</b>   | <b>Person(s) Responsible</b>                     | <b>Begin Date</b> | <b>Completion Date</b> | <b>Projected Expenses</b> |
|---|--|-------------------|------------------------|---------------------------|
| 1. Curriculum Night to acquaint parents with current curriculum and educational practice  | Assistant Superintendent and Building Principals | October 2009      | Ongoing                | -0-                       |
| 2. Study Island Night to acquaint parents with Study Island in order to increase home use | Assistant Superintendent and Building Principals | October 2009      | Ongoing                | -0-                       |
| 3. Potluck dinners to build community   | Stoughton Youth Commission                       | October 2009      | Ongoing                | -0-                       |
| 4. Find grant source for support of parent nights   | Stoughton Youth Commission                       | October 2009      | Ongoing                | -0-                       |
| 5. Parent program for High School parents   | Stoughton Youth Commission                       | October 2009      |                        |                           |

**Indicators of Accomplishment:**

1. More Study Island use after school hours
2. Higher number of parents involved with student academic life

***Action Plan Form***

**Goal:** To enhance school, community, and intergovernmental relations

**Plan:** 5.3

**Objective:** To enhance collaborative relationships among all town departments and leadership

**Date:** October 2009

| <b>Action Steps</b>  | <b>Person(s) Responsible</b>                | <b>Begin Date</b> | <b>Completion Date</b> | <b>Projected Expenses</b> |
|--|---|-------------------|------------------------|---------------------------|
| 1. Career day at Middle School or High School                    | Guidance Department and Building Principals | October 2009      | Ongoing                | -0-                       |
| 2. Kids doing a job for a day                                    | Guidance Department and Building Principal  | October 2009      | Ongoing                | -0-                       |
| 3. Internships for high school students through Town departments | High School Business Dept.                  | October 2009      |                        |                           |

**Indicators of Accomplishment:**

Product for successful achievement specific to the event